**Draft Minutes of the Meeting**

**Of the Parish Council on**

**Wednesday July 6th 2016 at 7.30pm**

Attendees: Councillors N Aitkens - NA

 A Robertson – ARR

 N Mann – NM

 Borough Councillor A Rushen – AR

 WCA Chairman J Pyne - JP

Clerk D Rix – DR

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 1/912/923/934/945/956/967/978/989/9910/10011/10112/10213/10314/10415/10516/10617/10718/10819/10920/11021/111 | **Apologies for Absence**Cllr Smith**Declarations of Interest**None**Borough Councillor’s Report *(attached)***Regarding planning, Cllr AR said that pre-application advice would cost from £48. She said Parish Forums would be held three times a year and were organised by Parish Councils. The last one – held in Hawstead – was about grants and fundraising. The next would be about planning and advice. Cllr NA thanked Cllr AR for her help and support in getting five village children into Horringer school*. (Cllr AR left the meeting at 7.45pm)***County Councillor’s Report**None.**Public Forum**None **Discussion with WCA chairman Jeff Pyne**Cllr NA welcomed JP and thanked him not only for the work the community association did in maintaining the community centre but for his enthusiasm. Cllr NA apologised for the lack of councillors at the meeting.He said that the PC had the ability and would be keen to help the WCA with funding, but would want to be satisfied that it was money well spent. He suggested that JP use Cllr ARR (the PC’s WCA representative) to pass on requests.JP explained that he was working on a plan to get a list (backlog) of things that villagers wanted to achieve if money were no object. At the moment there were 76 suggestions (upgrading the internal decoration of the Community Centre, a disability swing in the play area, tarmacking the car park etc.) on the list. Then he would look at costs and volunteer hours required and build a strategy to try and achieve those aims. At the WCA’s July 19th meeting he hoped that the committee would buy into that idea and pick what they wanted to achieve over one, three and five years and then seek funding to support that. He asked if he could then come and present the ideas to the PC in a few months’ time and seek the support of the wider community. He wanted to be really transparent and let everyone know via the newsletter what was happening and hopefully get more volunteers on board. DR to pass on any information she receives regarding grants and other sources of funding.**Planning Applications****DC/16/1415/TCA** – Roseville, Brockley RoadVia email, Cllr MM had supported the application for the removal of one leylandii tree. All councillors agreed. DR to report decision. **Minutes of the Meeting held on May 25th 2016**Cllr ARR proposed and it was seconded by Cllr NM that the minutes were a true record. **Matters Arising from the Meeting on May 25th** Regarding the new footpath, Peter Bradfield said the Diversion Order was confirmed on March 24th and the new footpath (FP19) came into existence when Mr & Mrs Cutting signed the Creation Agreement on June 22nd. The Area Officer now needs to certificate that both of the new paths are appropriately signed and in a satisfactory condition for public use very soon. Shortly after that Mr Bradfield said he would update the definitive map and statement for the parish, completing the legal process.**Clerk’s Report**Jane Alfred said that Community Speed Watch needed 18 more 30mph bin stickers. Steve Bonney had sourced some at £15.99 for 12. Councillors agreed to fund 24 new stickers. Regarding flooding at Harram Bottom, DR to request a meeting with Guy Smith as the problem has got worse since SCC made modifications to the pipes. DR to mention the availability of commemorative coins for sale at £3 each in the next newsletter.DR had thanked the ‘Whepstead Volunteers’ for their offer of help with noticeboards and had said that Cllr NA would speak to the Cuttings regarding the wording on a bench plaque. DR to continue to source a book, but smaller than the one originally found. DR said that she was having surgery on August 2nd and would be unable to drive to the August 17th meeting. Cllr NA said he would pick her up.**Finance** DR said that Robin Drayton had internally audited the accounts and councillors agreed she should purchase a good bottle of wine to thank him. She would post the accounts to the external auditor before the July 11th deadline and had published them on the website.There were 4 invoices for payment:Vertas - grasscutting April to June - £425.17WCA - hall hire Jan to May - £61Tower Mint - 50 commemorative coins - £128.40 (WCA to share costs)Diane Rix - clerk expenses - £232.16Despite submitting hours to SALC last Sunday they had failed to produce a payslip, so DR would not know what her fees and tax for April to June were until to tomorrow. Cllr NM agreed to sign two blank cheques, and when DR showed Cllr ARR her payslip etc. she would provide the second requisite signature.It was proposed by Cllr NM and seconded by Cllr ARR that the cheques and bank reconciliations for the months ending April, May and June be duly signed.**Bank balance at 30th April 2016**

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| --- | --- |
| Balance in Treasurers Account | 14,132.88 |
| Savings account | 10,433.74 |
| Total | 24,566.62 |
| Less cheques not presented | nil  |
| Total | 24,566.62 |

**Bank balance at 30th May 2016**

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| --- | --- |
| Balance in Treasurers Account | 14,096.11 |
| Savings account | 10,434.14 |
| Total | 24,530.25 |
| Less cheques not presented | nil  |
| Total | 24,530.25 |

**Bank balance at 30th June 2016**

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| --- | --- |
| Balance in Treasurers Account | 13,830.42 |
| Savings account | 10,434.58 |
| Total | 24,265.00 |
| Less cheques not presented | nil  |
| Total | 24,265.00 |

**Footpaths, Highways and Byways – Pages Hill Junction**DR to seek a meeting with SCC Highways regarding diversion orders involving Pages Hill Road when Church Hill is closed. Cllr NA was aware of at least one incident where a lorry – having come down Long Hill – got stuck trying to turn into Pages Hill Road. DR had reported overgrown hedges at the junction creating a blind spot. SCC confirmed it would cut back the overgrowth within 4-6 weeks.Suffolk Highways would be carrying out road repairs to Tuffields Road between July 18-20. SCC, via their website, now made public their grass cutting schedules. **Neighbourhood Watch Scheme**In her absence, LS had passed to DR information from Suffolk NWS regarding replacement and new NW signs, costings and how to locate signs. Cllr NA said that we should wait for LS before making any decisions. **Broadband**Nothing to report.**Trees**Cllr NA had spoken to Jim Reynolds, but had nothing to report.**Village Noticeboard**DR had researched noticeboards. The cheapest single bay hardwood board she had found was from Woodcraftuk.co.uk and cost £406 with post fixings. A pair of posts cost £134 and a fixed header board £48.DR to ask the landlord of the White Horse whether he would be happy for us to erect a noticeboard inside the pub instead. **Suffolk Association of Local Councils**None. **Whepstead Community Association Report**The Royal Tea party to celebrate the Queen’s 90th birthday was a great success. Unfortunately, the Summer Concert did not take place due to difficulties finding a suitable date with the County Upper School band leader. Plans for the Greek night on September 17th are taking shape. The next meeting is on July 19th. **Correspondence** DR circulated the latest correspondence regarding Vision 2031.**Chairman’s Comments**None**Any Other Business**  None.The meeting closed at 8.36pm Signed………………………………..Dated……………… |